

STATE ADVISORY COUNCIL ON AGING
October 26, 2017
Ramada Lansing Hotel and Conference Center
7501 W. Saginaw Hwy., Lansing, MI 48917

MINUTES

Call to Order: Commissioner Dona Wishart, Commission on Services to the Aging (CSA) Chairperson called the meeting to order at 9:35 a.m. and welcomed all, thanking the SAC members for their time, travel, and the passion and expertise they bring as members to the SAC. She introduced SAC member, Donald Ryan, a Vietnam era, Air Force veteran, thanked him for his decorated service, and asked him to lead the Pledge of Allegiance.

Roll Call: Gloria Lanum called roll and a quorum was present.

Present: Commissioner Dona Wishart, CSA Chairperson, Commissioner Kristie Zamora, State Advisory Council on Aging (SAC) Chairperson, Wendy White, SAC Vice Chairperson, Alan Bond, Dennis Brieske, Dave Caudle, Charles Corwin, Sara Damiano, Sandra Falk-Michaels, Audra Frye, Mary Jones, Victoria Laupp, Gerald McCole, Nicolette McClure, Roy Pentilla, Angie Perone, Patricia Rencher, Donald Ryan, Gary Scholten, Joseph Sowmick, Joseph Sucher, Elizabeth Thompson, Teresa Vear, Susan Vick, Lillie Williams-Grays; Karen Wintringham, John Zimmerman, and Ex-Officio Members: Mary Engelman and Robyn Ford

Excused: Bozena Bienias, Debra Johnson, Julie Wetherby, and Kathleen Williams-Newell

Resigned: Kathleen Johnston-Calati effective October 25, 2017

Guest Commissioner: Dona Wishart, Chairperson

Guests: Joyce Ryan

Aging and Adult Services Agency (AASA) Staff present: Richard Kline, Gloria Lanum, and Lauren Swanson-Aprill

Overview of SAC Accomplishments and Plans for Recognition of

Commissioner Michael Sheehan: Commissioner Wishart recognized the SAC for its hard work over the past few years especially regarding the two most recent reports the SAC submitted to the CSA on the 2016 and 2017 charges respectfully--direct care workers and creative aging. "It's important to pause and celebrate the accomplishments of the SAC on behalf of the State's aging population. Finding the right people to serve on the SAC is critical, and you are the right people serving!"

Commissioner Wishart also took the time to recognize the CSA reappointment of two SAC members, Donald Ryan – Area Agency on Aging (AAA) Region IIIA, and Wendy White, Region VII AAA –currently serving as the SAC Vice Chairperson.

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“As we remember Commissioner Michael Sheehan’s tenure with the SAC, both as a member and following as the SAC Chairperson, and while we are saddened that he had to step away to care for his wife, we are very proud of Commissioner Sheehan’s many accomplishments in providing leadership and solutions to SAC and aging policy changes.” Commissioner Wishart shared what the Commission had accomplished to date in thanking Commissioner Sheehan for his leadership as former chair. She read the letter from the Governor recognizing Commissioner Sheehan’s accomplishments that was read to him during the October CSA meeting in Alpena. Additionally, Commissioner Wishart shared that a special certificate with words offered by each commissioner creating a frame on the certificate that describe Commissioner Sheehan’s leadership traits was presented to Commissioner Sheehan. “Commissioner Sheehan was quite touched by our gestures of thanks and appreciation.”

Commissioner Wishart engaged the SAC in the same exercise with a round robin interchange with SAC members providing words that were reflective of Commissioner Sheehan and his leadership, which included: **Compassionate, Leadership, Exactness, Distinguished, Dedicated, Intelligent, Task Oriented, Articulate, Expert, Steward, Amazing, Inspirational, Loyal, Gentleman, Sage, Sheehanism, Smart, Servant, Independent, Motivated, Proactive, Professional, Determined, Sagacious, Committed, Structured, and Perspicacious.**

Commissioner Sheehan will be further recognized during the December Commission meeting and Commissioner Wishart suggested that these SAC member-recommended words be placed onto flash cards and read to Commissioner Sheehan.

Introduction of New SAC Chairperson: Commissioner Wishart explained the process followed in making an appointment of a new SAC Chairperson. Following careful review of possibilities and asset areas of each Commissioner; knowing that any certainly could provide great leadership, and garnering input from key persons involved, Commissioner Kristie Zamora was contacted. Commissioner Wishart was delighted when Commissioner Kristie Zamora gave the opportunity careful consideration and accepted the appointment as she was honored and excited to serve as the chairperson. Commissioner Wishart next introduced Commissioner Zamora as the new chair. It was noted that Commissioner Zamora has been very supportive of the SAC over the past few years having served on the CSA SAC Applicant Review Committee and she attended a SAC meeting as a guest commissioner, providing important information for the SAC’s creative aging report.

Chairperson Zamora explained that she is honored to serve and looks forward to getting to know the SAC members. She provided some background information including that she lives in Flint (Valley AAA Region 5) and used to work for the Flint Institute of Arts as the curator of exhibitions. She currently works for Oakland County as the Arts, Culture & Film coordinator and is an experienced grant administrator. She also works on special programs for the County Executive and is the newsletter editor for the department of economic development and community affairs.

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SAC Member Introductions: SAC members introduced themselves to Commissioner Zamora. A special welcome was given to new member Joseph Sowmick from Mt. Pleasant representing the Region VII AAA and Elizabeth Thompson from Ypsilanti (AAA Region 1B) who was appointed to serve on the SAC as a member having recently served on the SAC as the Alternate Women's Commission Ex Officio member.

Approval of the Agenda: Donald Ryan moved acceptance of the agenda and Gerald McCole seconded the motion. The SAC unanimously approved the agenda as presented.

Approval of the Minutes: Gerald McCole moved to accept the June 15, 2017, minutes and Susan Vick seconded. The SAC unanimously approved the June 15, 2017, minutes.

AASA Senior Deputy Director's Report: **Richard Kline** reported that our state's aging network is doing a great job in providing supports and services along with continued advocacy to reach common goals for Michigan's older adults. He and AASA Deputy Director, Scott Wamsley, recently attended the Administration on Community Living (ACL) formerly the Administration on Aging, Midwest regional meeting in Chicago where they learned that each state unit on aging is managed differently and each director has a different title. They also learned that Michigan is ahead of the Midwest states' Units on Aging (UOA) in several ways. For example, AASA is the only Midwest UOA with a budget increase for older adult programs. We can credit the great advocacy by the aging network along with the support of the Governor and Legislature for passing a balanced budget every year per Michigan's Constitution. Additionally, AASA has a great working relationship with its AAA boards, commissions on aging, etc., due to clearly defined roles and responsibilities with monitoring and reporting, which results in AASA being in a strong position due to positive monetary efficiency and a very supportive working environment for all concerned. Other updates included:

- The State began implementing a new accounting system—Statewide Integrated Governmental Management Applications (**SIGMA**)—on October 1, 2017. All state employees, vendors and those receiving state payments will be using this system.
- Richard has been visiting the AAAs and various related programs statewide and he is impressed with the work being done to meet the needs of older adults in each region. Regions approach supporting its older adults in various ways. While visiting Alpena, Richard learned that their local relationships with aging programs and the value placed on their volunteers are very important. This is why the current CSA charge to the SAC to study and report on volunteerism is very relevant.
- Advocacy on behalf of older adults has evolved significantly this past year by the local aging network, AAAs, MSAC, CSA, SAC, and Silver Key Coalition emphasizing the value of older adults. The AAA's annual implementation plans (AIPs) were approved by the CSA this summer using a refined process developed under the leadership of AASA staff Eric Berke and Dan Doezenia.

Post-merger, it is becoming more challenging for AASA to retain the statewide perspective of being the “experts in aging.” It is important that we use this perspective (experts in aging) to drive innovation and the development of best practices. The SAC function and work is crucial to assure we retain and improve upon this expertise and make AASA the most relevant resource for Michigan and other states.

The CSA formed an advocacy committee and worked with the CSA to write letters of support regarding funding for the Senior Community Service Employment Program (SCSEP), the Medicare/Medicaid Assistance Program (MMAP), and MI Choice Waiver Program. Emphasis by the AAAs is being placed on advocating for a strong direct care workforce, which is supported by the CSA and the SAC with the 2016 SAC Direct Care Workforce Report continuing to be referenced throughout the nation.

- Richard recognized Commissioner Zamora for stepping forward to serve as the SAC Chairperson and indicated he appreciated Commissioner Sheehan’s contributions to the SAC.
- The merger of the Office of Services to the Aging into the Michigan Department of Health and Human Services (MDHHS) creates a great continuum of services and the opportunity to determine how we fit in as the state’s experts on aging. The SAC’s work on its reports is tremendous and Michigan is in a strong position to continue telling our story. It’s important for the SAC’s Advocacy Workgroup to collaborate with the CSA’s Advocacy Committee to spread the word about the good work being done by our aging network in providing supports to older adults and managing our resources wisely.
- Richard and Scott meet with the Medicaid leaders monthly to coordinate on issues. The recently presented with Brian Barrie on Medicaid programs at the AAA Association’s annual meeting.
- AASA continues to learn more about the MDHHS grant approval processes, which is taking time as all AASA grant funding must be approved by MDHHS.
- A question was raised about current opioid legislation and how the bills might be relevant to older adults. Richard explained that AASA is currently following elder abuse proposed legislation to define vulnerable adults and that he will check on it with Phil Lewis, AASA Communications staff.

Old Business:

Commission on Services to the Aging (CSA) Report: Commissioner Wishart provided the following update:

- Reminded the SAC that our call is to represent all people of Michigan; the strength of the CSA and SAC is a strong foundation with their passion for this service.

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- Mentioned the CSA's recent travel and public hearings to Iron Mountain and Alpena, hearing from many public and local residents.
- Shared recent work/actions in approving AIP's that speaks to local needs, accepting SAC report – and how important and impressive it is.
- Celebrated the evolution of the CSA's Advocacy Committee and guiding Principles and Values. Talked about the prioritizing of action items....and that we are now...DOING! Talked about SAC joining the CSA's advocacy efforts and supports the SAC adopting the CSA's Advocacy Guiding Principles and structure, and that the process for future advocacy is to be discussed and considered. Kristie, Wendy and Lauren will help with this. And, along the way, mentioned that we have a good foundation and likely only "refinements" will be necessary.
- Mentioned the strong CSA letter sent to Congress in support of continued funding of the State Health Insurance Assistance Programs (SHIP).

The next CSA meeting will be held on December 15, 2017, in Lansing where AASA's offices are now located, 333 South Grand Avenue, Lansing, MI 48933.

SAC Direct Care Worker Report Follow-up: Lauren Swanson-Aprill shared AASA continues to work with Michigan State University, Community Services Network and additional researchers to implement an MHEF grant entitled, *Integrated Model for Personal Assistant Research and Training* (IMPART). The goal of the grant is to implement a direct care worker training system using the Building Training...Building Quality™ (BTBQ™) curriculum developed a few years ago. The BTBQ™ curriculum has been finalized and the train-the-trainer program is currently being updated while a data system continues to be developed to track trainings, trainers, and personal care assistants being trained. Trainer trainings will be held in Lower Michigan next year.

SAC Creative Aging Report Follow-up: Lauren Swanson-Aprill report that the SAC Creative Aging Report was distributed electronically to the Governor, Legislature, and aging network and the Department of Education for distribution. She shared that 500 copies of the report were printed and thanked the SAC members for their assistance in distributing almost all of the copies throughout the state to various organizations. **Sandy Falk-Michaels (Region 1-C)** shared the creative aging report within her local community in the Botsford Commons—Beaumont hospital—Generations Membership group where she talked during their coffee meetings about nurturing their creativity. She also formed a group on Saturday mornings that color and they developed a card to pass around that lists *34 Ways to Stay Creative*. Sandy also shared cards and sticky note covers that were made by older adults. SAC members noted the following:

- **Karen Wintringham (Region 1-B)** provided the report to her board and urged AASA to print more copies of the SAC annual report next year.
- **Audra Frye (Region 1-C)** sent the report to the state's faith-based organizations and the Presbyterian statewide leadership.

- **Nicolette McClure (Region 8)** shared the report throughout her region and noted that the Mecosta Senior Center is recycling cards into a business.
- **Sara Damaino (Region 1B)** distributed copies
- **Dave Caudle (Region 5)** visited a local center and share the report.
- **Wendy White (Region 7)** distributed it in her region including many long-term care and assisted living facilities, as well as giving a copy to the Region VII executive director.
- **Donald Ryan (Region 3A)** shared it with the Kalamazoo Older Adults Advisory Council, the Senior Millage Committee, and Senior Expo—and printed additional copies to share.
- **Mary Jones (Region 5)** shared it with the Valley AAA/Region 5, President and CEO—Kathy Boles who posted it on line. Mary also shared it with the Lapeer Community Health Group, senior centers in Genesee and Shiawassee counties, and she posted it on her Face Book site.
- **Victoria Laupp (Region 3-B)** shared it with the new Marshal Senior Center and they hope to use the report to help them with programming.
- **Angie Perone (Region 3-B)** sent it to the LGBT Affirmations organization and the University of Michigan Geriatric Center.
- **John Zimmerman (Region 10)** shared it with the Senior Advocacy Council in Emmet and Kalkaska counties.
- **Dennis Brieske (Region 3C)** provided a copy to the National Alzheimer's Association Colorado Chapter when he visited there.
- **Alan Bond (Region 1A)** gave it to a church and the local library.
- **Patricia Rencher** decided to give her copies to non-traditional aging-related organizations such as elder care lawyers.
- **Susan Vick (Region 9)** distributed copies during a local Rotary meeting.
- **Commissioner Zamora (Region 5)** sent a copy to John Bracey, Director of the Michigan Council of the Arts and Cultural Affairs, who was one of our experts and assisted with including important information about re-granting mini-grants that promote art and cultural projects throughout the state.
- **Commissioner Wishart (Region 9)** provided copies to urban planners.
- **Lillie Williams (Region 7)** sent copies to service organizations and minority senior outreach and asked them to distribute.
- **Teresa Vear (Region 2)** provided electronic copies to her Commission's board members and printed copies to the Michigan Directors of Services to the Aging conference.
- **Elizabeth Thompson (Region 1-B)** gave copies to county commissioners, local officials, and the library network.
- **Mary Engelman (Ex Officio—Michigan Women's Commission (MWC))** gave them printed copies and sent the report to the Department of Civil Rights.
- **Gerald McCole (Region 11)** provided copies to the local senior centers and the Bay College that was mentioned in the report.
- **Roy Pentilla** gave copies to Leelanau County Seniors, Comfort Keepers, Traverse City Seniors and the Grand Traverse County Commission on Aging

- **Joseph Sucher (Region 1-B)** distributed the SAC report to the Michigan Senior Advocates Council and invited Lauren Swanson-Aprill to the meeting to give a short presentation about the SAC and its report.
- **Robyn Ford (Ex Officio—Social Security Administration)** gave the report to the Region 6--Tri-County Office on Aging Advisory Council members and other organizations.
- **Roy Pentilla (Region 10)** provided the report to Leelanau County Seniors, Comfort Keepers, Traverse City Seniors and the Grand Traverse County Commission on Aging.

Break

SAC Vetting Workgroup Report: Vice Chairperson, Wendy White reported that the Workgroup includes Teresa Vear, Roy Pentilla, Pat Rencher, and Wendy White, and John Zimmerman, as an alternate member. The Workgroup held two conference calls. They decided that the SAC Vice Chairperson should chair the workgroup. They developed a draft matrix, which lists SAC members' skills to be referenced when considering new SAC applicants to fill in SAC skill gaps and to also use it when considering advocacy needs. Wendy asked that those SAC members who have not completed the matrix, complete it before leaving the meeting. Wendy will add everyone's skills to the matrix to be used by the Vetting and Advocacy Workgroups and the CSA SAC Applicant Review Committee.

The Workgroup also developed possible vetting questions for SAC applicants. Commissioner Zamora recommended that the proposed new vetting questions be placed into the SAC application and the CSA SAC Applicant Review Committee comprised of Commissioners Zamora, Chair, John Briggs, Linda Strohl, and a fourth member Commissioner Wishart will be appointing due to Commissioner Sheehan's resignation, will also be reviewing the SAC application and providing input to ensure that the application process is welcoming, friendly and attracting the members we need for a strong council. Further updates about this will be shared with the SAC in the future.

SAC Advocacy Workgroup in Support of CSA's Advocacy Committee: Vice Chairperson Wendy White reviewed the decision in June 2017 by the SAC to form an Advocacy Workgroup to support/collaborate with the CSA's Advocacy Committee on pertinent aging issues. The SAC at that time also adapted the *Final Draft of the Commission on Services to the Aging's Aging Public Policy And Advocacy Guiding Principles*. Wendy recognized Joseph Sucher and Debra Johns current MSAC members as volunteering to serve on the SAC Advocacy Workgroup and needed a few more SAC volunteers to serve. Donald Ryan and Elizabeth Thompson volunteered to also serve.

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Commissioner Zamora explained that she talked with the CSA's Advocacy Workgroup's Chairperson—Commissioner Donna Murray-Brown about further refining the SAC's collaboration with the CSA on advocacy and invited Commissioner Murray-Brown to attend the SAC's March meeting. The CSA Advocacy Committee is further refining their advocacy process. AASA staff Phil Lewis who follows legislation for AASA will be invited to also attend the meeting. Commissioner Wishart further added that the advocacy process will be further refined to be quick and effective. The CSA Advocacy Committee hold conference calls monthly regarding any issues that need be addressed by the Committee and the CSA. The CSA looks forward to future collaborations with the SAC on this.

New Business:

State Integrated Governmental Management Applications (SIGMA): Lauren Swanson-Aprill explained that all vendors including SAC members will need to update their information with the new state accounting system—SIGMA to receive mileage reimbursement. Members were provided written instructions and asked to go into SIGMA soon to be sure their information is correctly listed or to make any updates to receive reimbursements. Members should try to contact the SIGMA number with questions, but if they have any problems, they are to let Lauren or Gloria Lanum know.

Lunch

Overview of Goals for the Volunteerism Workgroup's Breakout Session: Vice Chairperson, Wendy White provided guidance for the four Volunteerism workgroups each member to share their findings and to determine common themes and next steps including possible experts to join their November calls. The four workgroups met for an hour.

Volunteerism Workgroup Reports:

Workgroup #1—Positive Benefits for Senior Volunteers--Sara Damiano, Chair reported that Workgroup #1 is reviewing the definition of volunteerism from a previous SAC report, and they are researching physical health, mental health, social and spiritual benefits, intergenerational volunteering and how much time they volunteer. They will share the information they found on places to volunteer with Workgroup #4. The expert speaker for their November meeting is Kim Hodge with MI Time Banks. They are also looking at quantitative and qualitative evidence and would like to interview past seniors of the year.

Workgroup #2—Recruitment Techniques That Work--Dennis Brieske, Chair shared that their workgroup reviewed the articles summarized and are going to continue doing their research on recruitment techniques including how to keep school volunteers. Their expert speaker for November is Tracie Wheeler with Senior Services

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in Kalamazoo (RSVP) and will speak about recruitment techniques and will also cover the Foster Grandparents and Home Companion programs. They are also researching MSU Extension, United Way and the Red Cross.

Workgroup #3—Retention Strategies--Sandra Falk-Michaels, Chair explained that their workgroup focused on valuing the volunteers and managing them as if they are employees. The Workgroup members are working on job descriptions and exit interviews. Having a good volunteer program comes from the top of an organization! They are also reviewing who volunteers the most and why as well as policies and procedures. Their expert speaker for November is Peggy Harless from RSVP in Ann Arbor and she will focus on retention strategies.

Workgroup #4—Places/Organizational Systems that Need Volunteers--Robyn Ford, Chair, focused on places to volunteer, networking and volunteerism. They are looking at the demand for volunteers and how to share information with nonprofits on valuing volunteers. Their November expert speaker will be Julie Vander Noot with Bronson Methodist Hospital and another hospital from Southeast Michigan yet to be determined. The January conference call will focus on Volunteer Southwest Michigan, a volunteer matching organization and a local Chamber of Commerce regarding their experience in working with volunteers to reach their goals.

Discussion ensued regarding the SAC Volunteerism charge and agreed to focus on both **volunteering done by seniors and volunteering done for seniors**.

Chairperson Zamora closed by thanking the SAC for their hard work and warm welcome and looks forward to working with everyone. She adjourned the meeting at 2:30 p.m.

The next SAC Meeting will be held:

**Thursday, March 15, 2018, 9:30 a.m. to 2:30 p.m.,
Ramada Lansing Hotel and Conference Center**